September 9, 1998; 8:45 am, Wednesday, Christopher's, Fort Carson, CO
September 10, 1998; 8:20 am, Thursday, SAB

I.   ATTENDEES
        1. Air Force
                a. Joseph Cecrle – absent
                b. Parrish Swearingen – present
                c. Phil Hunter – present
        2. Army
                a. Burla Martin – present
                b. Emmet Gray – absent
                c. Georgette Myers – absent
        3. COE
                a. Larry Mann – present
                b. Margaret B. Martin – present
                c. Sam Bass – present
                d. Dave Koran (advisor) - absent
        4. Navy
                a. Chris Kyburg – present
                b. Tom Stephan – absent
                c. Bill Mullen – present
        5. RUST Environmental & Infrastructure (visitors)
                a. Joe Jahnke – present (Wed only)
                b. Andrew Witt – present (Wed only)

        6. Tri-Service CADD/GIS Technology Center - Bobby Carpenter

II.   DISTRIBUTIONS
        1. Field Working Group list of approved projects for FY98 (B. Carpenter)
        2. "*Environmental Field Working Group Objectives*" (B. Martin)
        3. "*Tri-Service CADD/GIS Technology Center Charter*" (B. Martin)

III.   CONTRACTOR'S PRESENTATION
J. Jahnke and A. Witt, RUST, made a presentation of what they understand their charge to be under the proposed FY98 project: *Interactive Demonstration / Tutorial of Environmental Geographic Information System (GIS) Technology* ("GIS Web Site" (DACA39-96-D-0004)).
        1. **Action Item**: M. Martin to contact Greg Kuester, APG, to determine if APG would be interested in being a "success story" for the GIS Web site (FY98 project), **S: 17 SEP 98**
        2. **Action Item**: A. Witt to contact government POCs for all 6 GIS ER/EC success stories, and email status to EFWG, **S: 18 SEP 98**
        3. **Action Item**: EFWG verifies selected 4 success stories for Web site, **S: 25 SEP 98**

VI.   THE FUTURE OF ENVIRONMENTAL GIS
The group had a free-flowing discussion of the future of GIS in the environmental arena. These topics were noted. Refinement of these ideas will be addressed during the group's NOV 98 meeting.
        1. Move from restoration to compliance
        2. Move from database & graphical entities to SDO's and SDE's
        3. Statistics and risk-based assessments
        4. Move from single media/analyte to multi-media/analytes
        5. C. Kyburg's 5-Year View
           a. Applications become free
           b. Middle-ware is what "software vendors" sell
           c. Files go away
           d. ER(?) goes away
           e. Data becomes truly distributed
           f. Bill Gates redefines GIS (added by P. Swearingen)

       g. Information explosion continues to escalate

6. Group's 3-to-5 Year View
   a. Prepare guidance on using GIS/database/data structure to optimize O&M
   b. Prepare guidance on using GIS/database/data structure to optimize compliance
   c. Develop GMS/GIS communication
   d. Distribute GIS-related information through a "techdirect"-type mechanism (see http://clu-in.com/) or list server
   e. Periodically update Web site's success stories
   f. Put graphics in database to support future GIS initiatives
   g. Archive/store environmental project data & documents
   h. Develop usable tools for users

VII. CURRENT & PROPOSED PROJECTS
   1. FY97, 97.022-A, GIS Guidance for ER/EC - Done
   2. FY98, 97.022-B, Interactive Demonstration / Tutorial of Environmental GIS Technology
      a. A&E Contract Language Deliverables to Support TSSDS: **Action Item**: P. Hunter to verify that Air Force has contract language available on Web. If so, RUST will link GIS site to Air Force site (P. Hunter to contact P. Swearingen, **S: 18 SEP 98**; if contract language not in electronic format, **Action Item**: S. Bass will convert at CX expense, **S: 1 OCT 98**)
   3. FY98 FCAD2 – GeoMedia / ARCView Web Technology / Data Entry Forms (Review comments only)
   4. FY98 FCAD2 – IRPIMS / TSSDS Translation & Comparison of Naval Environmental Data Transfer Standards (NEDTS) (Review comments only)
      a. Comparison – Done
      b. Translation – Yet to be done
   5. FY99 Revising / Updating / Adding to 97.022–C ($50k)
      a. Follow-up to GIS Guidance for ER/EC ($10k estimated) (**Action Items**: C. Kyburg to B. Carpenter; descriptive paragraph **S: 25 SEP 98**; SOW **S: 25 OCT 98**)
         – Update to current version 1.8
         – more data entities (eliminated)
         – PERL vs. JAVA (eliminated)
      b. Implementation Plan for integrating GMS & TSSDS ($25 estimated) (**Action Items**: L. Mann to B. Carpenter, descriptive paragraph **S: 25 SEP 98**; SOW **S: 25 OCT 98**; **Action Item**: S. Bass to coordinate WES GMS proponents to make a GMS presentation, **S: 30 OCT 98**)
         – Implementation ($15k)
         – Phase I ($10k)
      c. Data Archiving Written Guidance, Web-enabled (B. Mullen noted that NAVFAC has a document addressing this item – Bonnie Capito, librarian) ($15 estimated) (**Action Item**: P. Swearingen to B. Carpenter; descriptive paragraph **S: 25 SEP 98**; SOW **S: 25 OCT 98**)
         – P. Swearingen offered Robins AFB efforts as a resource (www.gis.robins.af.mil)
         – B. Mullen offered LANT OPS efforts as a resource (www.lantops-ir.org)
         – S. Bass offered that the Corps has initiated CEERIS
      d. Include as project to System FWG @ FTAG: SDO's & SDE's (C. Kyburg)

VIII. FY98 MEETING SCHEDULE
   1. Week of Nov 2nd, 30% Task, Atlanta (Hostess: P. Swearingen)
   2. Week of Jan 4th, 90% Task, On-Line (Hostess: P. Swearingen)
   3. Week of Mar 1st, Final & New Projects for FY00, Mojave Desert (29 Palms (C. Kyburg), Edwards AFB (P. Swearingen), Ft. Irwin (B. Martin), China Lake(C. Kyburg)) (Host: C. Kyburg)
   4. Week of May 17th, FTAG, Arlington, TX (Host: H. Smith)

IX.   MEMBERSHIP ISSUES
1. Proposed new members:
   a. Army: "Not Becky", Ft. Bragg, NC
   b. Marine: Lynn Phillips, Camp LaJeune, NC
   c. Marine: Kip Otis-Deale, China Lake, NV
2. Absent members: Georgette Myers (**Action Item**: S. Bass will contact to verify interest in continuing Army representation, **S: 30 SEP 98**)

X.   CONFERENCE CALL
1. **Action Item**: M. Martin will investigate available technology for routine conference calls**, S: 25 SEP 98** by email.
2. VTC's out of the question until more cost-effective
3. Net Meeting – discussed. Not well reviewed

XI.   CHAIR & VICE-CHAIR POSITIONS
1. Sam Bass, Chair
2. Parrish Swearingen, Vice-Chair
3. Term limits are for one fiscal year.
4. Position descriptions have been developed by FTAG (**Action Item**: B. Carpenter to email EFWG, S: **30 SEP 98**)

XII.   EFWG CHARTER / MISSION STATEMENTS
1. **Action Item**: EFWG members to read and prepare comments on the EFWG Objectives in order to finalize EFWG Mission Statement **S: 30 OCT 98**

XIII.   FTAG "Birds of a Feather"
1. B. Carpenter proposed this idea of meeting with our FTAG representative to FTAG. Well received and agreed upon by FTAG; B. Carpenter to schedule meeting in Arlington.

XIV.   NOVEMBER MEETING'S AGENDA
1. 30% Task for FY98 Project
2. SOWs Review for FY99 Projects

XV.   FEBRUARY MEETING'S AGENDA
1. EFWG Mission Statement
2. FY98 – FY04 Strategic Plan
   a. Educate / Market Environmental Restoration / Environmental Compliance (ER/EC) TSSDS
   b. Enhance Integration of Various Software Applications to TSSDS
   c. Update TSSDS to reflect current technology
3. 100% FY98 Project Review
4. 30% FY99 Project Review
5. Review Rejected FY98 Projects
6. FY00 Projects Proposal

Should you have any comments on these minutes, please forward them by email to the scribe, **S: 18 SEP 98**.

Respectfully submitted,

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